

THE NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY  
Minutes of the Full Board Meeting  
Thursday June 23, 2016 – 5:30 P.M.

The monthly meeting of the Board of the Non-Flood Protection Asset Management Authority of the Orleans Levee District was held on Thursday June 23, 2016 at 5:30 p.m., in the Lake Vista Community Center, 2<sup>nd</sup> Floor, 6500 Spanish Fort Blvd., New Orleans, Louisiana after due legal notice of the meeting was sent to each Board member, the news media, and a copy of the call was posted.

Chair Ernst called the meeting to order at 5:37 p.m. and led in the Pledge of Allegiance. The roll was called which constituted a quorum.

**Present:**

Chairman Greg Ernst  
Vice Chair Wilma Heaton  
Secretary Thomas Fierke  
Comm. Michael Stack  
Comm. Stan Brien  
Comm. Eugene Green  
Comm. William Settoon  
Comm. Leila Eames  
Comm. Glenn Higgins  
Comm. Roy Arrigo  
Comm. Rodger Wheaton  
Comm. Dawn Hebert

**Absent:**

Comm. Anthony Richard  
Comm. Carla Major

**Staff:**

Ken Schwingshagl – Executive Director  
Sharon Martiny – Executive Assistant  
Melissa Bailey – Accounting  
Marlene Wilkerson – Accounting  
Adam Mansur – Maintenance Manager  
Chuck Dixon – Marina Director

**Also Present:**

Al Pappalardo – Real Estate Consultant  
Gerry Metzger – Legal Counsel  
Steve Nelson – Stuart Consulting  
Tim Avegno – Eagan Insurance  
Charles Kennedy – Eagan Insurance  
Charles Silbernagel – CLS Architects  
Jim Martin – DEI  
Franklin J.P. Augustus – Drug Fighter Aviation  
Octave Rainey – Lake Oaks resident  
Corrine Villavaso – District 99

**Opening Comments**

Chair Ernst noted the extensive Agenda and advised that matters will be heard as expeditiously as possible and limited comment to two minutes.

**Adopt Agenda**

Comm. Settoon offered a motion to amend the Agenda, second by Comm. Green. Motion passed.

**Motion to Approve Minutes**

Comm. Higgins offered a motion to approve the May 25, 2016 Board meeting minutes, second by Comm. Arrigo. Motion passed.

## Old Business

### New Business

#### **01-062316 - Motion to amend budget FY 2016-17 to align with actual revenues/expenses and one-time alternate funding for major maintenance contractual services**

The E.D. advised that the following amendments were made to the FY 2016-2017 budget: 1) Increase in anticipated Tax Revenue (75% to 80%), 2) Transfer boathouse revenue and expenditures (NBC to OM), 3) Added revenue line item to delineate one-time fund usage, 4) Moved Lakeshore Dr. budgeted salary to General Fund, 5) Moved all project expenditures to Major Maintenance Services, and 6) Compared budgeted expenditures to current actual and adjusted accordingly.

Comm. Stack offered a motion to amend the FY 2016-2017 budget to align with actual revenues/expenses and one-time alternate funding for major maintenance contractual services, second by Comm. Green. The Resolution was adopted to wit:

**MOTION:** 01-062316  
**RESOLUTION:** 01-062316  
**BY:** COMMISSIONER STACK  
**SECONDED BY:** COMMISSIONER GREEN

June 23, 2016

#### RESOLUTION

**WHEREAS**, the Non-Flood Protection Asset Management Authority is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District;

**WHEREAS**, by Resolution 05-031716, the Authority approved the General Operating and Major Maintenance/Capital Improvement budget for Fiscal Year 2017 to provide for required expenditures for personnel services, contractual services, operating supplies, equipment and capital projects; and

**WHEREAS**, a review of the operations to date indicates that for accounting purposes, budget revisions and adjustments are necessary to be in budgetary compliance in several areas of the general operating budgets, all as indicated on the financial schedule attached hereto and made a part hereof;

##### General Operating Budget

Reverse transfer from Alt. Project Fund – Lakeshore Drive	\$ 48,340.00
Increase in Revenue – General Fund	\$ 90,000.00
Decrease in Revenue – New Basin Canal	<del>\$477,000.00-</del>
Increase in Revenue – Airport	\$424,208.00
Increase in Revenue – Orleans Marina	\$477,000.00
Increase in Revenue – South Shore Harbor	\$ 29,000.00
<b>Total Increase in Revenue to FY 2017 Budget</b>	<b><u>\$591,548.00</u></b>
Increase in Expenditures – General Fund	\$107,755.00
Increase in Expenditures – Lakeshore Drive	\$192,609.00
Decrease in Expenditures – Lake Vista Community Center	<del>\$ 84,000.00-</del>
Decrease in Expenditures – New Basin Canal	<del>\$1,136,613.00-</del>
Increase in Expenditures – Airport	\$424,208.00
Increase in Expenditures – Orleans Marina	\$1,114,181.00
Decrease in Expenditures – South Shore Harbor	<del>\$ 26,592.00-</del>
<b>Total Increase in Expenditures to FY 2017 Budget</b>	<b><u>\$591,548.00</u></b>

**WHEREAS**, the foregoing adjustments are determined to reflect the projected operating requirements based on the latest revenue and expenditure estimates;

**THEREFORE, BE IT HEREBY RESOLVED**, that the revisions to the Fiscal Year 2017 General Operating Budget are hereby approved.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: RICHARD, MAJOR

RESOLUTION ADOPTED: YES

#### **02-062316 - Motion to approve request of Franklin J.P. Augustus for a Location Agreement for the Drug Fighter Youth Aviation Expo & Air Show event at Lakefront Airport October 7, 8 & 9, 2016 pending staff review**

Comm. Heaton offered a motion to amend Motion 02-062316 to include the dates of the air show (October 7, 8 & 9, 2016) and the deadline date (August 15, 2016) for all necessary documents to be received by the Authority, second by Comm. Fierke. The Amended Resolution was adopted to wit:

**MOTION:** 02-062316  
**RESOLUTION:** 02-062316  
**BY:** COMMISSIONER HEATON  
**SECONDED BY:** COMMISSIONER GREEN

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Management Authority manages, operates and administers the New Orleans Lakefront Airport, which is a non-flood protection assets owned by the Orleans Levee District, located on the south shore of Lake Pontchartrain in the Parish of Orleans, State of Louisiana, ("Airport");

**WHEREAS**, the Drug Fighter Youth Aviation Expo & Air Show (the "Event"), provides activities to prevent substance abuse, youth violence and crime among children and youth through a life skills motivational program that develops math and computer skills for achievement in aviation;

**WHEREAS**, the primary goal of the Event is reach out to inner city youth who have little or no exposure to the exciting world of aviation and flying;

**WHEREAS**, at the June meeting of the Airport Committee of the Management Authority, Franklin J. P. Augustus, Air Show Organizer, gave a presentation on introducing youth to careers in aviation through access to the facilities at the New Orleans Lakefront Airport and requested the Authority approve a Location Agreement for the event scheduled on October 7, 8 & 9, 2016 pending receipt of all required documentation by August 15, 2016 and approval of same by the Executive Director;

**WHEREAS**, the Management Authority resolved to approve a Location Agreement and to adopt a resolution to commend and support the goals of the Drug Fighter Youth Aviation Expo & Air Show; and,

**WHEREAS**, the Management Authority commends and supports the work and goals of the Drug Fighter Youth Aviation Expo & Air Show to use aviation to increase student interest in aviation education and to provide opportunities for students to learn about aviation and facilitate community collaboration between students, educational institutions, municipalities and corporations and authorizes a Location Agreement for the event scheduled on October 7, 8 & 9, 2016 pending receipt of all required documentation by August 15, 2016 and approval of same by the Executive Director..

**THEREFORE BE IT HEREBY RESOLVED**, that the Management Authority shall assist the Drug Fighter Youth Aviation Expo & Air Show in providing access to students to the aviation facilities at the New Orleans Lakefront Airport in furtherance of achieving the goals of the Drug Fighter Youth Aviation Expo & Air Show to provide opportunities for students to learn about aviation and facilitate community collaboration between students, educational institutions, municipalities and corporations and also hereby authorizes a Location Agreement for the event scheduled on October 7, 8 & 9, 2016 pending receipt of all required documentation by August 15, 2016 and approval of same by the Executive Director.

**BE IT FURTHER RESOLVED** that the Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**03-062316 - Motion to approve request of the National WWII Museum for a Location Agreement for the Air Power Expo event at Lakefront Airport November 3<sup>rd</sup> through November 6<sup>th</sup>, 2016 pending staff review**

The E.D. noted the National WWII Museum's excellent track record for hosting this event, which will include low flying aircraft pass overs in 2016 along with static displays and a student free admission day. The Air Power Expo will attract media coverage, which will be a boost for the Airport.

Comm. Heaton offered a motion to amend Motion 03-062316 to include the dates of the air show (November 3 through 6, 2016) and the deadline date (September 15, 2016) for all necessary documents to be received by the Authority, second by Comm. Fierke. The Amended Resolution was adopted to wit:

**MOTION:** 03-062316  
**RESOLUTION:** 03-062316  
**BY:** COMMISSIONER HEATON  
**SECONDED BY:** COMMISSIONER FIERKE

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Management Authority manages, operates and administers the New Orleans Lakefront Airport, which is a non-flood protection asset owned by the Orleans Levee District, located on the south shore of Lake Pontchartrain in the Parish of Orleans, State of Louisiana, ("Airport");

**WHEREAS**, the National World War II Museum, the Commemorative Air Force and the Greater New Orleans Sports Foundation (the "Event") provides activities to honor veterans and commemorate the important role of military aviation in the Allied victory in "The War that Changed the World";

**WHEREAS**, at the June meeting of the Airport Committee of the Management Authority Project Manager Tom Gibbs gave a presentation detailing the Event, which includes iconic examples of WWII Aviation, static aircraft displays, an obstacle course and a *Rise Above* Red Tail Squadron mobile tour; and,

**WHEREAS**, the Management Authority resolved to adopt a resolution to commend and support the efforts of The World War II Airpower Expo and to approve a Location Agreement for the event scheduled on November 3 through 6, 2016 pending receipt of all required documents by September 15, 2016 and approval of same by the Executive Director.

**THEREFORE BE IT HEREBY RESOLVED**, that the Authority commends the work of The World War II Airpower Expo to commemorate the important role of military aviation and hereby authorizes a Location Agreement for the Event scheduled on November 3 through 6, 2016 pending receipt of all required documents by September 15, 2016 and approval of same by the Executive Director.

**BE IT FURTHER RESOLVED**, that Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

#### **04-062316 - Motion to select RCL Architects as licensed architect for Airport tenant build-out at New Orleans Lakefront Airport**

The E.D. advised that an RFQ was advertised, three proposals were received and reviewed by the Selection Committee, and RCL was selected through a grading process.

Chair Heaton offered a motion to select RCL Architects as licensed architect for Airport tenant build-out at New Orleans Lakefront Airport, second by Comm. Arrigo. The Resolution was adopted to wit:

**MOTION:** 04-062316

**RESOLUTION:** 04-062316

**BY:** COMMISSIONER HEATON

**SECONDED:** COMMISSIONER ARRIGO

**June 23, 2016**

#### **RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District;

**WHEREAS**, the Authority manages, operates and administers the New Orleans Lakefront Airport, which is a non-flood protection asset owned by the Orleans Levee District;

**WHEREAS**, the New Orleans Lakefront Airport Terminal was severely damaged by Hurricane Katrina in August of 2005 and the Management Authority recently completed extensive repairs and renovations of the Terminal;

**WHEREAS**, staff and the Authority's real estate consultant have recommended that the Authority contract with a professional to provide architectural and engineering services for the leasing and tenant build-out of the Terminal Building;

**WHEREAS**, RCL Architecture, L.L.C. provided the professional services and acted as the Architect and Engineer of Record for the repairs to and renovation of the Terminal Building;

**WHEREAS**, RCL Architecture, L.L.C presented the Authority with a proposal, attached hereto, to provide architectural and engineering services for leasing and tenant build-out of the Terminal Building; and,

**WHEREAS**, the Authority considers it to be in the best interest of the Airport and the District to approve a professional service contract with RCL Architecture, L.L.C. to provide architectural and engineering services for the leasing and tenant build-out of the Terminal Building at the New Orleans Lakefront Airport on the terms and conditions set forth in the attached proposal, with fees for professional services not to exceed \$10,000.00, and for a fixed term of one year, with an option in favor of the Authority to renew said contract for one additional 1-year term.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Authority approves a professional service contract with RCL Architecture, L.L.C. for architectural and engineering services on the terms and conditions as set forth in the attached proposal, with fees for professional services not to exceed \$10,000.00, and for a fixed term of one year, with an option in favor of the Authority to renew said contract for one additional 1-year term.

**BE IT HEREBY FURTHER RESOLVED**, that the Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**05-062316 - Motion to approve lease for Sen. J. P. Morrell at Lakefront Airport Terminal Building**

The E.D. advised that the lease of Office 221 in the Terminal at the New Orleans Lakefront Airport with Senator J. P. Morrell, in his official capacity as Louisiana State Senator for District 3, is effective July 1, 2016, for a primary term of one (1) year with a 90 day cancellation clause, and with a base annual rental of \$9,276.00, payable in equal monthly installments of \$773.00 each; and, said lease will also provide that the lessee will be responsible to pay an additional rent consisting of a pro-rata share of the insurance premiums, electricity and gas charges at the Terminal, which as of the commencement date of the lease will be \$186.75 per month, resulting in a total monthly rental of \$959.754 during the one (1) term of this lease.

Comm. Heaton offered a motion to approve the lease of Office 221 in the Airport Terminal Bldg. to Sen. J.P. Morrell, second by Comm. Settoon. The Resolution was adopted to wit:

**MOTION: 05-062316**  
**RESOLUTION: 05-062316**  
**BY: COMMISSIONER HEATON**  
**SECONDED: COMMISSIONER SETTOON**

**June 23, 2016**

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Management Authority manages, operates and administers the New Orleans Lakefront Airport, which is a non-flood protection asset owned by the Orleans Levee District, located on the south shore of Lake Pontchartrain in the Parish of Orleans, State of Louisiana, ("Airport");

**WHEREAS**, the Management Authority leases office space that is available in the Terminal at the Airport (the "Terminal");

**WHEREAS**, Senator J. P. Morrell, in his official capacity as Louisiana State Senator for District 3 ("lessee"), has leased the space for the past two years and desires to enter into a new one (1) year lease for Office 221 in the Terminal Building, which contains 300 square feet, which space will be used as an office for Louisiana State Senate District 3, under the terms and conditions set forth below;

**WHEREAS**, the proposed lease will be for a primary term of one (1) year, commencing on the 1<sup>st</sup> day of July, 2016, with a base annual rental of \$9,276.00, payable in equal monthly installments of \$773.00 each; said lease will also provide that the lessee will be responsible to pay an additional rent consisting of a pro-rata share of the insurance premiums, electricity and gas charges at the Terminal, which as of the commencement date of the lease will be \$186.75 per month, resulting in a total monthly rental of \$959.75 during the one year term of the lease;

**WHEREAS**, because the Lessee is an elected public official and the nature of the occupancy is a public office, Lessee shall have the right to cancel this lease upon 90-day advance written notice to Lessor;

**WHEREAS**, the Airport Committee of the Management Authority at its meeting held on June 14, 2016 unanimously voted to recommend approval of the lease with Senator J. P. Morrell, under the terms set forth above; and,

**WHEREAS**, the Management Authority after considering the recommendation of the Airport Committee resolved that it was in the best interest of the Airport and the Orleans Levee District to approve the proposed lease with Senator J. P. Morrell, in his official capacity as Louisiana State Senator for District 3, under the terms and conditions set forth above.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Management Authority approves a lease of Office 221 in the Terminal at the New Orleans Lakefront Airport with Senator J. P. Morrell, in his official capacity as Louisiana State Senator for District 3, effective July 1, 2016, for a primary term of one (1) year with a 90 day cancellation clause, and with a base annual rental of \$9,276.00, payable in equal monthly installments of \$773.00 each; and, said lease will also provide that the lessee will be responsible to pay an additional rent consisting of a pro-rata share of the insurance premiums, electricity and gas charges at the Terminal, which as of the commencement date of the lease will be \$186.75 per month, resulting in a total monthly rental of \$959.754 during the one (1) term of this lease.

**BE IT HEREBY FURTHER RESOLVED**, that the Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: RICHARD, MAJOR

RESOLUTION ADOPTED: YES

**06-062316 - Motion to approve the New Orleans Advocate as the official journal for a term of one year as required under La. R.S. Title 43:171**

The E.D. advised that two proposals were received. The Advocate provided the cost for the sample minutes, and was selected as the official journal for the Management Authority commencing July 1, 2016, as required under La. R.S. 43:171.

Comm. Stack offered a motion to approve the New Orleans Advocate as the official journal for the Authority commencing July 1, 2016, second by Comm. Eames. The Resolution was adopted to wit:

**MOTION: 06-062316**  
**RESOLUTION: 06-062316**  
**BY: COMMISSIONER STACK**  
**SECONDED: COMMISSIONER EAMES**

**June 23, 2016**

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District;

**WHEREAS**, La. R.S. 43:171 provides that levee districts and other political subdivisions shall have the proceedings of their boards and such financial statements required by and furnished to the Louisiana Legislative Auditor published in a newspaper, which shall be selected at its meeting in June of each year for a term of one year;

**WHEREAS**, the Authority as a political subdivision is required to comply with the provisions of La. R.S. 43:171;

**WHEREAS**, La. R.S. 43:171 further provides that the newspaper shall meet certain criteria relative to location and publication;

**WHEREAS**, the New Orleans Advocate is a newspaper in the Parish of Orleans that meets the aforementioned statutory criteria for publishing the proceedings of the Authority; and,

**WHEREAS**, the Authority after considering this matter resolved that it was in the best interest of the Authority to select the New Orleans Advocate as its official journal.

**THEREFORE, BE IT HEREBY RESOLVED**, that the New Orleans Advocate be and is hereby selected as the official journal for publications by the Non-Flood Protection Asset Management Authority, for a term of one (1) year, commencing July 1, 2016, as required under La. R.S. 43:171.

**BE IT FURTHER HEREBY RESOLVED**, that the Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**07-062316 - Motion to approve exercising the third of four 1-year contract options for grass cutting contract with Rotolo Consultants, Inc.**

The E.D. advised that Rotolo Consultants provide the Authority with grass cutting and landscape maintenance. One additional cut will be given in July, August and September in lieu of the cement capping certain grassy areas on Lakeshore Dr. due to the erosion control project. This is the third of four 1-year options to renew.

Comm. Wheaton offered a motion to exercise the third of four 1-year options to renew the grass cutting and landscape maintenance contract, second by Comm. Higgins. The Resolution was adopted to wit:

**MOTION: 07-062316**  
**RESOLUTION: 07-062316**  
**BY: COMMISSIONER WHEATON**  
**SECONDED: COMMISSIONER HIGGINS**

**June 23, 2016**

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Lakeshore Drive recreational parks and parkways, the New Orleans Lakefront Airport and Orleans and South Shore Harbor Marinas are some of the non-flood protection assets managed and controlled by the Management Authority;

**WHEREAS**, these non-flood protection assets require landscape maintenance;

**WHEREAS**, the Management Authority issued a Request for Proposal for landscape maintenance of the Lakefront parks, Marinas and Airport in May of 2013;

**WHEREAS**, proposals were received and Rotolo Consultants, LLC secured the landscape maintenance and grass cutting contract by submitting the lowest responsible bid;

**WHEREAS**, the contract commenced July 1, 2013 and had an expiration date of June 30, 2014 with four (4) additional one (1) year options to renew;

**WHEREAS**, the Recreation/Subdivision Committee at its meeting held on June 16, 2016 held that it was in the best interest of the Management Authority to exercise the third of the four options to renew; and,

**THEREFORE, BE IT HEREBY RESOLVED**, the Management Authority approves exercising the third of the four options to renew the landscape maintenance and grass cutting contract with Rotolo Consultants, LLC commencing on July 1, 2016; and,

**BE IT FURTHER RESOLVED**, that the Management Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: RICHARD, MAJOR

RESOLUTION ADOPTED: YES

**08-062316 - Motion to approve exercising the one year option for Design Engineering, Inc., Stuart Consulting Group and Richard C. Lambert Consultants, LLC engineering contracts beginning July 1, 2016 through June 30, 2017 with a not to exceed amount of \$75,000 per contract**

The E.D. advised that the contracts will have a not to exceed amount of \$75,000 per contract and will be for engineering services on an as-need basis commencing July 1, 2016.

Comm. Stack offered a motion to exercise the one year option for Design Engineering, Inc., Stuart Consulting Group and Richard C. Lambert Consultants, LLC engineering contracts beginning July 1, 2016 through June 30, 2017 with a not to exceed amount of \$75,000 per contract., second by Comm. Heaton. The Resolution was adopted to wit:

**MOTION: 08-062316**  
**RESOLUTION: 08-062316**  
**BY: COMMISSIONER STACK**  
**SECONDED BY: COMMISSIONER HEATON**

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District;

**WHEREAS**, the Authority manages two marinas, the New Orleans Lakefront Airport, a fifteen unit office building, 5.2 miles of Lakeshore Drive, four recreational shelters, and approximately 430 acres of open space and public parks;

**WHEREAS**, the Authority has a need for professional engineering services, and does not have an engineering department or a professional engineer on staff;

**WHEREAS**, Design Engineering, Inc., Stuart Consulting Group and Richard C. Lambert Consultants, LLC are currently providing engineering services to the Authority, and have the necessary expertise and licensure to perform said services; and

**WHEREAS**, Design Engineering, Inc., Stuart Consulting Group, and Richard C. Lambert Consultants, LLC have presented in conformance to DOTD, allowable billable rates for engineering services;

**THEREFORE BE IT HEREBY RESOLVED**, that the Authority authorizes the Chairman or Executive Director to execute an agreement with Design Engineering, Inc., Stuart Consulting Group and Richard C. Lambert Consultants, LLC for professional engineering services on an "as needed" basis for a one year period ending June 30, 2017 with an amount not to exceed \$75,000 per contract;

**BE IT FURTHER RESOLVED** that the Authority Chairman or Executive Director is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: RICHARD, MAJOR

RESOLUTION ADOPTED: YES

**09-062316 - Motion to approve renewing the Stuart Consulting Group FEMA Consultant contract for one additional year beginning on July 1, 2016 through June 30, 2017**

Stuart Consulting has provided FEMA consulting services for the Authority for several years. The Finance Committee recommended approval to renew the contract for one additional year commencing July 1, 2016.

Comm. Stack offered a motion to renew the Stuart Consulting Group FEMA Consultant contract for one additional year beginning on July 1, 2016 through June 30, 2017, second by Comm. Settoon. The Resolution was adopted to wit:

**MOTION:** 09-062316  
**RESOLUTION:** 09-062316  
**BY:** COMMISSIONER STACK  
**SECONDED BY:** COMMISSIONER SETTOON

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District;

**WHEREAS**, pursuant to Resolution No. 08-082114, the Authority established a policy to advertise for professional services every two years, and the Authority issued a Request for Qualifications on May 12, 2015 for professional engineering services wherein five firms responded, responses were read, reviewed and scored according to the minimum qualifications and scoring criteria;

**WHEREAS**, Stuart Consulting Group, Inc. is the current provider of professional services for FEMA Public Assistance Program services for hurricane damage claims and grant management services and has been providing those services satisfactorily for a number of years;

**WHEREAS**, Stuart Consulting Group, Inc., in addition to being the current provider of FEMA grant services, is also a qualified engineering consulting firm that responded, is qualified under the provisions of the RFQ and scored highest;

**WHEREAS**, Stuart Consulting Group, Inc. is the current provider of professional services for FEMA Public Assistance Program services for hurricane damage claims and grant management services and has been providing those services satisfactorily for a number of years;

**WHEREAS**, many of the current project worksheets being handled by Stuart Consulting Group, Inc. are in the close out stages;

**WHEREAS**, the Authority resolved that it is in the best interest of the Authority and the Orleans Levee District to enter into an Agreement with Stuart Consulting Group, Inc., for one year commencing on July 1, 2016 until June 30, 2017 to provide professional services for FEMA Public Assistance Programs for hurricane damage claims and grant management services;

**THEREFORE BE IT HEREBY RESOLVED**, that the Authority approves an agreement for professional engineering services with Stuart Consulting Group, Inc. under the terms and conditions as set forth in the RFQ and the response of Stuart Consulting Group, Inc., commencing on July 1, 2016 and ending June 30, 2017;

**BE IT FURTHER RESOLVED** that the Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: RICHARD, MAJOR

RESOLUTION ADOPTED: YES

**10-062316 - Motion to approve new janitorial and garbage pick-up contracts with Employment Development Systems**

The E.D. informed that EDS is a DBE who provides janitorial and trash pick-up services for the Authority. Four trash pick-up contracts were combined into one contract for services from West End Blvd. to the Seabrook Bridge. Janitorial contracts include quarterly and semi-annual services. There was no price increase and the Recreation Committee recommended approval of the janitorial and trash pick-up contracts for one year commencing July 1, 2016.

Comm. Stack offered a motion to approve janitorial and garbage pick-up contracts with Employment Development Systems, second by Comm. Settoon. The Resolution was adopted to wit:

**MOTION:** 10-062316  
**RESOLUTION:** 10-062316  
**BY:** COMMISSIONER STACK  
**SECONDED:** COMMISSIONER SETTOON

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Lake Vista Community Center ("LVCC"), Lakefront Airport and Lakeshore Drive are non-flood protection assets of the District under the management and control of the Management Authority;

**WHEREAS**, the Lake Vista Community Center includes a second floor meeting room and leased office space for administrative staff, and janitorial services are needed to maintain those areas;

**WHEREAS**, Lakeshore Drive encompasses a 4.5 mile stretch of grassy area and Lakefront Airport includes 20.99 acres that requires trash pick-up services to maintain those grounds;

**WHEREAS**, the Authority received proposals for the annual janitorial and trash pick-up service contracts from Employment Development Systems (EDS) for the term commencing on July 1, 2016 through June 30, 2017;

**WHEREAS**, the proposals submitted by EDS were as follows:

Trash pick-up for Lakefront Airport	\$1,509.03 per month
Trash pick-up from West End Drive to Seabrook Bridge (4.5 miles)	\$ 628.88 per service

Janitorial Service for LVCC Offices	\$ 341.88 per month
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Janitorial Service for LVCC (2 <sup>nd</sup> Floor)	\$ 157.71 per month
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**WHEREAS**, the Authority resolved that it is in the best interest of the District to approve the janitorial service and trash pick-up contracts with EDS, under the terms set forth above.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Management Authority approves the contracts for janitorial and trash pick-up services with EDS for one year commencing on July 1, 2016 in the amounts set forth above for trash pick-up and janitorial services as summarized on the attached contracts for the janitorial services at the Lake Vista Community Center, the Second Floor Conference Room of the Lake Vista Community Center, trash pick-up at Lakefront Airport, and trash pick-up from West End Drive to Seabrook Bridge.

**BE IT FURTHER HEREBY RESOLVED**, that the Authority Chairman or Executive Director is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: RICHARD, MAJOR

RESOLUTION ADOPTED: YES

### **11-062316 - Motion to approve issuing an RFQ for demolition of boathouses**

The E.D. advised that the Authority owns certain boathouses that are blighted and present safety issues. Two boathouse tenants did not exercise the option to renew in a timely manner and the Authority will take possession of those boathouses in the near future. Individual and collective estimates will be requested to determine if there would be savings on mobilization costs if all boathouses were demolished at the same time as opposed to individually. Corrine Villavaso, District 99, raised questions regarding DBE goals, federal set asides, fair wage ordinance and percentage of diversity of contracts. The E.D. advised that the RFP, when drafted, will be advertised and comply with all the required laws.

Comm. Green offered a motion to amend Motion 11-062316 to authorize DEI to prepare specs under the DEI ID/IQ contract for public bid under the La. Public Works Act for demolition of the boathouse units, second by Comm. Eames. The Resolution was adopted to wit:

**MOTION: 11-062316**

**RESOLUTION: 11-062316**

**BY: COMMISSIONERS SETTOON and HIGGINS**

**SECONDED: COMMISSIONER EAMES**

**June 23, 2016**

### **RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Orleans Marina located in the City of New Orleans is one of the non-flood protection assets of the District under the management and control of the Authority (the "Marina");

**WHEREAS**, as owner of the Marina, the Orleans Levee District is authorized to lease its water bottoms and land as moorings for boats and construction of boathouses for fair and equitable rental rates, as provided under Louisiana Revised Statutes Title 38, Section 336(A) & (B)(4);

**WHEREAS**, the Authority owns or will own after June 30, 2016 Boathouses N-41 through N-46 on South Roadway and certain boathouses on West Roadway, and which boathouses are in a deteriorated condition and at the end of their useful life;

**WHEREAS**, the Marina Committee and the Commercial Real Estate Committees at the June 2016 meetings recommended issuing a Request for Proposals ("RFP") for demolition of the improvements of Boathouses N-41 through N-46 on South Roadway and certain boathouses owned by the Authority on West Roadway;

**WHEREAS**, the Executive Director and Real Estate Consultant of the Authority have inspected the improvements and have recommended that the improvements of Boathouse Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16 be demolished; and,

**WHEREAS**, after discussion the Authority adopted a motion to substitute the proposed resolution to issue a Request for Proposals with a resolution to engage Design Engineering, Inc. to prepare specifications for the advertisement and public bidding of a contract under the Louisiana Public Bid Law to demolish Orleans Marina Boathouse Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Management Authority hereby approves a contract with Design Engineering, Inc. to prepare specifications and assist the Management Authority with the advertisement and public bidding of a contract under the Louisiana Public Bid Law to demolish Orleans Marina Boathouse Sites Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16.

**BE IT FURTHER RESOLVED**, that the Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

**The foregoing was submitted to a vote, the vote thereon was as follows:**

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**11a-062316 - Motion to authorize staff to advertise the RFP for demolition of boathouses upon completion of specs prepared by DEI**

Comm. Fierke offered a motion to suspend the rules to add the item to the Agenda, second by Comm. Heaton. The motion passed and Motion 11a-062316 was added to the Agenda.

Comm. Heaton offered a motion to authorize staff to advertise the RFP for demolition of boathouses upon completion of specs prepared by DEI, second by Comm. Fierke. The Resolution was adopted to wit:

**MOTION:** 11a-062316

**RESOLUTION:** 11a-062316

**BY:** COMMISSIONERS HEATON

**SECONDED:** COMMISSIONER FIERKE

**June 23, 2016**

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Orleans Marina located in the City of New Orleans is one of the non-flood protection assets of the District under the management and control of the Authority (the "Marina");

**WHEREAS**, as owner of the Marina, the Orleans Levee District is authorized to lease its water bottoms and land as moorings for boats and construction of boathouses for fair and equitable rental rates, as provided under Louisiana Revised Statutes Title 38, Section 336(A) & (B)(4);

**WHEREAS**, the Authority owns or will own after June 30, 2016 Boathouses N-41 through N-46 on South Roadway and certain boathouses on West Roadway, and which boathouses are in a deteriorated condition and at the end of their useful life;

**WHEREAS**, the Executive Director and Real Estate Consultant of the Authority have inspected the improvements and have recommended that the improvements of Boathouse Sites Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16 be demolished;

**WHEREAS**, the Board at its June 23, 2016 meeting adopted a resolution to engage Design Engineering, Inc. to prepare specifications for the advertisement and public bidding of a contract under the Louisiana Public Bid Law to demolish Orleans Marina Boathouse Sites Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16; and,

**WHEREAS**, after adoption of the resolution to engage Design Engineering, Inc., the Board unanimously adopted a motion to add to the agenda of the June 23, 2016 meeting a motion to authorize the Executive Director to issue an advertisement for public bidding of a contract under the Louisiana Public Bid Law to demolish Orleans Marina Boathouse Sites Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Management Authority hereby authorizes the Executive Director to issue an advertisement under the Louisiana Public Bid Law for public bidding for a contract to demolish Orleans Marina Boathouse Sites Nos. N-41 through N-46, W-1, W-7, W-14, W-15 & W-16.

**BE IT FURTHER RESOLVED**, that the Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**12-062316 - Motion to approve issuing an RFQ for architectural contract for a development plan of West Roadway Boathouses, which includes setbacks and design parameters**

The E.D. advised that the selected architect will prepare current designs and building codes for the boathouses. Current designs and codes are out-of-date. The architect will also prepare a set of plans/specs that set out a vision and conceptual idea of the proposed new boathouse design. The plans/specs will comply with FEMA wind requirements and set back standards.

Comm. Settoon offered a motion to approve issuing an RFQ for architectural contract for a development plan of West Roadway Boathouses, which includes setbacks and design parameters, second by Comm. Fierke. The Resolution was adopted to wit:

**MOTION:** 12-062316  
**RESOLUTION:** 12-062316  
**BY:** COMMISSIONERS SETTOON and HIGGINS  
**SECONDED BY:** COMMISSIONER FIERKE

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority (“Authority”) is a political subdivision of State of Louisiana and the governing authority of the non-flood assets of the Orleans Levee District;

**WHEREAS**, Orleans Marina and boathouses along South and West Roadway are assets of the District that are under its management, providing necessary revenue for the Authority’s statutory obligations;

**WHEREAS**, at the June 2016 meetings of the Marina Committee and Commercial Real Estate Committees, the Committees approved to issue a Request for Qualifications for architectural services for a development plan for the West Roadway Boathouses, which includes setbacks and design parameters;

**WHEREAS**, the Authority believes it is in the best interest of the Orleans Levee District and the Authority to issue such a Request for Qualifications;

**THEREFORE, BE IT HEREBY RESOLVED** that the Authority Chairman or Executive Director be and is hereby authorized to issue a Request for Qualifications for architectural services for a development plan for the West Roadway Boathouses, which includes setbacks and design parameters, and

**BE IT FURTHER RESOLVED** that the Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED:** YES

**13-062316 - Motion to approve issuing an RFP for pier and catwalk repairs in Orleans Marina**

The E. D. advised that the piers/catwalks at Orleans Marina are rotted and present a safety issue. Repairs have been made to several piers/catwalks, but have not been completed.

Comm. Green offered a motion to amend the Resolution to authorize staff to design specs for the repairs of the piers/catwalks at Orleans Marina and advertise the RFP for public bid, second by Comm. Settoon. The Resolution was adopted to wit:

**MOTION:** 13-022615  
**RESOLUTION:** 13-022615  
**BY:** COMMISSIONER SETTOON  
**SECONDED BY:** COMMISSIONER GREEN

February 26, 2015

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority (the “Authority”) is a political subdivision of State of Louisiana and the governing authority of the non-flood assets of the Orleans Levee District (“District”);

**WHEREAS**, Orleans Marina is one of the assets of the District that is under its management and control, providing necessary revenue for the Authority’s statutory obligations;

**WHEREAS**, the piers and catwalks located in Orleans Marina are in a state of disrepair, primarily on Pier Nos. 4, 5 and 6, and are currently in need of repair;

**WHEREAS**, at the June 2016 meeting of the Marina Committee, it was unanimously approved to issue a Request for Proposals (“RFP”) for repairs to said piers and catwalks; and,

**WHEREAS**, after discussion of the motion for issuance of an RFP, the Authority adopted a substitute motion to authorize the Staff to prepare specifications for the repair of the piers and catwalks located in the Orleans Marina and to publicly advertise to let a contract for the repairs to the piers and catwalks in accordance with the provisions of the Public Bid Law.

**THEREFORE, BE IT HEREBY RESOLVED** that the Authority authorizes the Staff to prepare specifications for the repair of the piers and catwalks located in the Orleans Marina and to publicly advertise to let a contract for the repairs to the piers and catwalks in accordance with the provisions of the Louisiana Public Bid Law.

**BE IT FURTHER HEREBY RESOLVED** that the Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT**

**NAYS:**

**ABSTAIN:**

**ABSENT: RICHARD, MAJOR**

**RESOLUTION ADOPTED: YES**

### **14-062316 - Motion to approve issuing an RFQ for repair of the covered boat slips at South Shore Harbor Marina**

Comm. Green offered a motion to amend Motion 14-062316 to authorize staff to issue an RFQ for a qualified engineer to prepare plans and specs for repair of the covered boat slips at South Shore Harbor Marina, second by Comm. Fierke. The Resolution was adopted to wit:

**MOTION: 14-062316**  
**RESOLUTION: 14-062316**  
**BY: COMMISSIONER SETTOON**  
**SECONDED BY: COMMISSIONER GREEN**

June 23, 2016

#### **RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority (the "Authority") is a political subdivision of State of Louisiana and the governing authority of the non-flood assets of the Orleans Levee District ("District");

**WHEREAS**, South Shore Harbor Marina is one of the assets of the District that is under its management, providing necessary revenue for the Authority's statutory obligations;

**WHEREAS**, there are currently 26 covered boat slips at South Shore Harbor Marina, and the roofs are in disrepair;

**WHEREAS**, at the June 2016 meeting of the Marina Committee it was unanimously approved to issue a Request for Proposals ("RFP") to solicit bids for roof repairs on the covered boat slips; and,

**WHEREAS**, after discussion the Authority adopted a motion to substitute the proposed resolution for a RFP and instead authorize the Staff to prepare and the Executive Director to issue a Request for Qualifications for a qualified engineer to prepare plans and specifications for roof repairs on the covered boat slips at South Shore Harbor Marina.

**THEREFORE, BE IT HEREBY RESOLVED** that the Executive Director be and is hereby authorized to issue a Request for Qualifications for a qualified engineer to prepare plans and specifications for roof repairs on the covered boat slips at South Shore Harbor Marina.

**BE IT FURTHER HEREBY RESOLVED** that the Authority Chairman or Executive Director be and is hereby authorized to execute any and all documents necessary to carry out the above

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT**

**NAYS:**

**ABSTAIN:**

**ABSENT: RICHARD, MAJOR**

**RESOLUTION ADOPTED: YES**

### **15-062316 - Motion to approve issuing an RFQ for a licensed architect to review house plans for Lake Oaks, Lake Terrace, Lake Vista and Lakeshore subdivisions**

The E.D. advised that this contract was an item for renewal on the May Board Agenda, however, the contract was a perpetual renewal contract. The RFQ will be re-advertised, and the current architect will continue to review house plans under the existing contract.

Comm. Wheaton offered a motion to approve issuing an RFQ for a licensed architect to review house plans for Lake Oaks, Lake Terrace, Lake Vista and Lakeshore subdivisions, second by Comm. Fierke. The Resolution was adopted to wit:

**MOTION: 15-062316**  
**RESOLUTION: 15-062316**  
**BY: COMMISSIONER WHEATON**  
**SECONDED BY: COMMISSIONER FIERKE**

June 23, 2016

#### **RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the District has a continuous need for engineering/architectural services to assist the Authority in reviewing plans and specifications of proposed projects for compliance with local building restrictions for the Lake Terrace, Lake Vista, Lakeshore, and Lake Oaks Subdivisions;

**WHEREAS**, at the June 16, 2016 Recreation/Subdivision Committee meeting, the Committee requested an RFQ be issued for engineering/architectural services to assist the Authority in reviewing plans and specifications of proposed projects for compliance with local building restrictions for the Lake Terrace, Lake Vista, Lakeshore, and Lake Oaks Subdivisions.

**THEREFORE, BE IT HEREBY RESOLVED** that the Management Authority shall issue request for qualifications for engineering/architectural services to assist the Authority in reviewing plans and specifications of proposed projects for compliance with local building restrictions for the Lake Terrace, Lake Vista, Lakeshore, and Lake Oaks Subdivisions.

**BE IT FURTHER RESOLVED** that the Management Authority hereby authorizes the Chairman or Executive Director to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, HIGGINS, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**16-062316 - Motion to ratify existing contract for FY 2015-2016 and approve new written contract for FY 2016-2017 with Eagan Insurance Agency, LLC as insurance agent of record to procure property, casualty, liability, flood, auto, employee practices and workers compensation policies for the Authority**

The E.D. advised that Eagan Insurance Agency provided insurance agent services under a Resolution passed in 2015. The Insurance Committee recommended that the existing contract be ratified, a new written contract be executed and Eagan be selected as Insurance Agent of Record under a new written contract commencing July 1, 2016..

Comm. Fierke offered a motion to ratify existing contract for FY 2015-2016 and approve new written contract for FY 2016-2017 with Eagan Insurance Agency, LLC as insurance agent of record to procure property, casualty, liability, flood, auto, employee practices and workers compensation policies for the Authority, second by Comm. Green. The Resolution was adopted to wit:

**MOTION:** 16-062316  
**RESOLUTION:** 16-062316  
**BY:** COMMISSIONER FIERKE  
**SECONDED BY:** COMMISSIONER GREEN

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the Authority authorized the issuance of a Request for Qualifications/Proposals for professional services agreements every two years beginning 2015 in Resolution No. 08-082114, which includes the Agent of Record for all casualty, general liability, marina liability, worker's compensation, employee practices, auto liability, airport owner's liability, and property and flood policies for the insurable non-flood protection assets of the District;

**WHEREAS**, responses were reviewed by the Insurance Committee and the Insurance Committee voted unanimously to select Eagan Insurance Agency, LLC ("Eagan") as Agent of Record for a period of one (1) year commencing on May 1, 2015 and ending on June 30, 2016;

**WHEREAS**, the former COO used Resolution No. 04-041615 in lieu of a written contract for FY 2015-2016;

**WHEREAS**, the Authority after considering the recommendation of the Insurance Committee voted unanimously to ratify the existing contract for FY 2015-2016 and to approve a new written contract for FY 2016-2017 with Eagan as Insurance Agent of Record under the same terms and conditions as set forth in Resolution 04-04165 for a period of one (1) year commencing on July 1, 2016.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Authority hereby ratifies the existing contract for FY 2015-2016 and approves a new written contract for FY 2016-2017 with Eagan as Insurance Agent of Record, under the same terms and conditions as set forth in Resolution 04-04165, for a period of one (1) year commencing on July 1, 2016

**BE IT HEREBY FURTHER RESOLVED**, that the Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSENT:** HIGGINS, RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**17-062316 - Motion to authorize the Executive Director to renew flood insurance policies which expire on various dates for several NFPAMA properties and to ratify payment of same**

The E.D. advised that these flood policies were recommended for renewal by the Insurance Committee. The Authority is required to carry flood insurance on all properties.

Comm. Fierke offered a motion to authorize the Executive Director to renew flood insurance policies which expire on various dates for several NFPAMA properties and to ratify payment of same, second by Comm. Heaton. The Resolution passed to wit:

**MOTION:** 17-062316  
**RESOLUTION:** 17-062316  
**BY:** COMMISSIONER FIERKE  
**SECONDED BY:** COMMISSIONER HEATON

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of State of Louisiana and the governing authority of the non-flood assets of the Orleans Levee District ("District");

**WHEREAS**, at its June 16, 2016 meeting, the Insurance Committee reviewed coverages for the District facilities under the Authority's management and determined that twelve flood insurance policies are procured each year;

**WHEREAS**, the amount of flood insurance is fixed due to FEMA requirements;

**WHEREAS**, the premiums for flood insurance are fixed by National Flood Insurance Program and are not subject to reduction or negotiation;

**WHEREAS**, as part of the budget process, the Authority annually reviews current insurance coverages and premiums and adopts a budget including the various flood insurances;

**WHEREAS**, the Authority selected an insurance agent of record by competitive process to advise and assist the Authority and staff in obtaining proper flood insurance coverages; and,

**WHEREAS**, Eagan Insurance Agency, LLC reviewed the expiring flood insurance policies and at the Insurance Committee meeting on June 16, 2016 recommended the Authority renew flood insurance for several District properties; and

**THEREFORE, BE IT HEREBY RESOLVED** that the Authority authorizes the Executive Director to renew flood insurance for various NFPAMA properties, subject to Insurance Committee review and approval, for the reasons set forth above.

**BE IT FURTHER HEREBY RESOLVED**, that the Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** HIGGINS, RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

**18-062316 - Motion to renew auto insurance (auto and ARFF) which expires June 30, 2016**

The E.D. advised that there are 15 company vehicles, including the ARFF fire truck, street sweeper and water truck. The Authority maintains liability coverage only as most vehicles are older model vehicles.

Comm. Wheaton offered a motion to renew auto insurance (auto and ARFF) which expires June 30, 2016, second by Comm. Fierke. The Resolution was adopted to wit:

**MOTION:** 18-062316  
**RESOLUTION:** 18-062316  
**BY:** COMMISSIONER FIERKE  
**SECONDED BY:** COMMISSIONER WHEATON

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood assets of the Orleans Levee District ("District");

**WHEREAS**, the Automobile Liability Policies for the vehicles and the ARFF fire truck owned by the District are due for renewal on July 1, 2016;

**WHEREAS**, Eagan Insurance Agency is the Agent of Record for the Management Authority;

**WHEREAS**, Eagan Insurance Agency solicited premiums from the market for the auto insurance and ARFF fire truck policies and presented same to the Insurance Committee at its meeting held on June 16<sup>th</sup>, 2016;

**WHEREAS**, the Insurance Committee voted to recommend that the Management Authority procure the auto policy from Milwaukee Casualty Insurance Company and the ARFF fire truck policy from National Liability and Fire Insurance Company; and,

**WHEREAS**, it is in the best interest of the Management Authority to authorize Eagan Insurance Agency to procure vehicle liability insurance from Milwaukee Casualty Insurance Company for all units, excluding the ARFF fire truck, for a total annual premium of \$38,810.00, and to approve a policy with National Liability and Fire for the ARFF fire truck with a total annual premium of \$3,232.00.

**THEREFORE, BE IT HEREBY RESOLVED**, that the Management Authority hereby authorizes Eagan Insurance Agency to procure vehicle liability insurance from Milwaukee Casualty Insurance Company for all vehicles, excluding the ARFF fire truck, for a total annual premium of \$38,810.00, and to approve a policy with National Liability and Fire for the ARFF fire truck with a total annual premium of \$3,232.00 with funds contained in the FY 2017 budget.

**BE IT FURTHER HEREBY RESOLVED**, that the Management Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

YEAS: ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, ARRIGO, WHEATON, HEBERT

NAYS:

ABSTAIN:

ABSENT: HIGGINS, RICHARD, MAJOR

RESOLUTION ADOPTED: YES

**19-062316 - Motion to renew the following insurance policies: auto, workers compensation, airport owner/operator, public official liability, general liability, marina liability, property insurance (wind and fire) and to purchase excess liability insurance which expire June 30, 2016**

The E.D. advised that Shelter No. 3 is not insured as the Authority has not accepted that building to date. The \$1 million in marina liability covers both Orleans Marina and South Shore Harbor Marina. Chair Ernst suggested approving the current coverage in amounts matching those paid for FY 2015-2016 and to amend those coverage amounts at a later date.

Comm. Heaton offered a motion to renew the auto, workers compensation, airport owner/operator, public official liability, general liability, marina liability, property insurance (wind and fire), purchase excess liability insurance which expire June 30, 2016, and to issue an endorsement to increase limits at a later date, second by Comm. Wheaton, abstained by Comm. Fierke. The Resolution was adopted to wit:

**MOTION:** 19-062316  
**RESOLUTION:** 19-062316  
**BY:** COMMISSIONER WHEATON  
**SECONDED BY:** COMMISSIONER HEATON

June 23, 2016

**RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Management Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District ("District");

**WHEREAS**, the following insurance overages expire on or about July 1, 2016:

- |   |              |
|---|--------------|
| 1. Property Insurance (Wind and Fire)         | \$387,799.50 |
| 2. Marina Liability Insurance                 | \$ 25,000.00 |
| 3. General Liability Insurance                | \$ 21,891.63 |
| 4. Airport Owner/Operator Liability Insurance | \$ 23,927.00 |
| 5. Public Official Insurance                  | \$ 21,001.05 |
| 6. Workers Compensation Insurance             | \$ 29,763.00 |
| 7. Excess Liability Insurance                 | \$ 8,378.00  |
| 8. Fuel Farm Insurance                        | \$ 42,520.60 |
| 9. Business Auto Insurance                    | \$ 39,819.00 |
| 10. Business Auto Insurance (Fire Truck)      | \$ 3,532.00  |

**WHEREAS**, Eagan Insurance Agency has shopped the market for these coverages and has obtained the following quotes;

**WHEREAS**, for Property Insurance (Wind and Fire), Eagan has obtained a quote of \$387,799.50, which includes a wind deductible that was reduced to 3% for named storm events from AMRISC;

**WHEREAS**, for Marina Liability Insurance, Eagan has obtained a quote of \$25,000.00 from Liberty Mutual Insurance Co.;

**WHEREAS**, for General Liability Insurance, Eagan has obtained a quote of \$21,891.63 from Colony Insurance Co.;

**WHEREAS**, for Airport Owner/Operator Liability Insurance, Eagan has obtained a quote of \$23,927.00 from Ace Property and Casualty Insurance Co.;

**WHEREAS**, for Public Official Insurance, Eagan has obtained a quote of \$21,001.05 from Darwin Select Insurance Co.;

**WHEREAS**, for Workers Compensation Insurance, Eagan has obtained a quote of \$29,736.00 from LWCC;

**WHEREAS**, for Excess Liability Insurance, Eagan has obtained a quote of \$8,378.00 from Torus Ins.

**WHEREAS**, for Fuel Farm Insurance, Eagan has obtained a quote of \$45,520.60 from Milwaukee Casualty Ins. Co.;

**WHEREAS**, for Business Auto Insurance (rewrite to July 1, 2015), Eagan has obtained a quote of \$39,819.00 from Milwaukee Casualty Ins. Co.

**WHEREAS**, for Business Auto Insurance (Fire Truck), Eagan has obtained a quote of \$3,532.00 from Milwaukee Casualty Ins. Co.

**WHEREAS**, the properties and functions to be insured are under the jurisdiction of the Management Authority.

**WHEREAS**, after discussion the Board adopted an amendment to provide that the coverage on each policy will be reviewed and an endorsement will be issued to increase policy limits if needed at a later date;

**THEREFORE, BE IT HEREBY RESOLVED** that the Non-Flood Protection Asset Management Authority authorizes the procurement of Property Insurance (Wind and Fire) coverage from AMRISC, for an estimated total annual premium of \$387,799.50, which includes a wind deductible reduced to 3% for named storm events; Marina Liability Insurance coverage from Liberty Insurance Company, for an estimated total annual premium of \$25,000.00; General Liability Insurance coverage from Colony Insurance Co., for an estimated total annual premium of \$21,891.63; Airport Owner/Operator Liability Insurance coverage from Ace Property And Casualty Insurance Co., for an estimated total annual premium of \$23,927.00; Public Official Insurance coverage from Darwin Select Insurance Co., for an estimated total annual premium of \$21,001.05; Workers Compensation Insurance coverage from LWCC, for an estimated total annual premium of \$29,736.00; Excess Liability Insurance from Torus Ins., for an estimated total premium of \$8,378.00; Fuel Farm Insurance from Milwaukee Casualty Ins. Co., for an estimated total annual premium of \$45,520.06; Business Auto Insurance from Milwaukee Casualty Ins. Co., for an estimated total annual premium of \$39,819.00; and, Business Auto (Fire Truck) from Milwaukee Casualty Ins. Co. for an estimated total annual premium of \$3,532.00;

**BE IT FURTHER HEREBY RESOLVED** that coverage on each policy will be reviewed and an endorsement will be issued to increase policy limits if needed at a later date;

**BE IT FURTHER HEREBY RESOLVED** that the Authority Chairman or Executive Director be and is hereby authorized to sign any and all documents necessary to carry out the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, STACK, BRIEN, GREEN, SETTOON, EAMES, ARRIGO, WHEATON, HEBERT

**NAYS:** FIERKE

**ABSTAIN:**

**ABSENT:** RICHARD, MAJOR, HIGGINS

**RESOLUTION ADOPTED: YES**

## **20-062316 - Motion to Approve and Adopt the Louisiana Compliance Questionnaire for Audit Engagements of Government Agencies.**

The E.D. advised of one potential issue with the audit and required Compliance Questionnaire. Issues arose regarding the Public Bid Law and repairs made to piers and catwalks at Orleans Marina. Gerry Metzger, Legal Counsel, prepared a Memorandum that set out explaining the potential issue to comply with the required questionnaire.

Chair Ernst offered a motion to approve and adopt the Louisiana Compliance Questionnaire for Audit Engagements of Government Agencies, second by Comm. Heaton. The Resolution was adopted to wit:

**MOTION:** 20-062316  
**RESOLUTION:** 20-062316  
**BY:** COMMISSIONER ERNST  
**SECONDED BY:** COMMISSIONER HEATON

June 23, 2016

### **RESOLUTION**

**WHEREAS**, the Non-Flood Protection Asset Management Authority ("Authority") is a political subdivision of the State of Louisiana and the governing authority of the non-flood protection assets of the Orleans Levee District;

**WHEREAS**, political subdivisions and boards of the State of Louisiana are required to complete, adopt and submit the Louisiana Compliance Questionnaire (For Audit Engagements of Government Agencies) each year as part of the financial audit of Louisiana state and local governments and quasi-public agencies;

**WHEREAS**, the attached draft of the completed Questionnaire was prepared by staff;

**WHEREAS**, the completed Questionnaire requires the signature of an authorized officer of the Authority;

**WHEREAS**, after consideration of the draft responses to the Questionnaire, the Authority resolved that it is in the best interest of the Authority and Orleans Levee District to adopt the responses prepared by staff and authorize the Chairman, Secretary or Vice Chairman to sign the attached Louisiana Compliance Questionnaire as part of the audit for the fiscal year that ends on June 30, 2016.

**NOW THEREFORE, BE IT HEREBY RESOLVED**, that the Authority hereby adopts the Louisiana Compliance Questionnaire (For Audit Engagements of Government Agencies), a copy of which is attached to this Resolution, and authorizes the Chairman, Vice Chairman or Secretary to sign and the Executive Director to submit the Louisiana Compliance Questionnaire, as part of the audit for the fiscal year that ends on June 30, 2016, and any and all documents necessary to accomplish the above.

The foregoing was submitted to a vote, the vote thereon was as follows:

**YEAS:** ERNST, HEATON, FIERKE, STACK, BRIEN, GREEN, SETTOON, EAMES, ARRIGO, WHEATON, HEBERT

**NAYS:**

**ABSTAIN:**

**ABSENT:** HIGGINS, RICHARD, MAJOR

**RESOLUTION ADOPTED: YES**

### **Committee Reports**

**Retreat Committee** – Chair Heaton reported that the Retreat Committee met on June 2, 2016. The committee consists of Comm. Anthony Richard (Chair), Comm. Wilma Heaton, Ben Morris, Lauren Broussard and Sharon Martiny. A date will be selected for the retreat, which will consist of tour of all properties and a working lunch at the Airport Terminal Building.

**Airport Committee** – Chair Heaton reported that Customs is no open. The PAPI light installation is underway and the Flood Authority is paying for Weatherbug. The Lieutenant Governor has agreed to donate the mural that was on given to the La. Museum back to the Non-Flood Authority.

**Marina Committee** – Chair Settoon advised that the E.D. has done a great job addressing the repairs to the bulkhead at Orleans Marina. Repairs to the east side of the Marina will be addressed in the near future.

**Commercial Real Estate** – Chair Green advised that construction has commenced on the South Shore Harbor development site.

**Recreation/Subdivision** – Chair Wheaton advised that Recreation/Subdivision matters were addressed in the motions.

**Legal** – Chair Fierke passed on the Legal Committee report.

**Finance** – Chair Stack noted no new developments with the Finance Committee.

### **Next Board Meeting**

The next full Board meeting of the Non-Flood Protection Asset Management Authority is scheduled for Thursday, July 28, 2016 at 5:30 p.m.

### **Adjournment**

Comm. Fierke offered a motion to adjourn, seconded by Comm. Heaton, motion passed. The meeting adjourned at 8:45 p.m.